PERFORMANCE WORK STATEMENT
LABORATORY ANALYTICAL SUPPORT SERVICES

1. SCOPE OF WORK. Work to be performed consists of laboratory analysis in support of various analytical requirements, including, but not limited to:

- Routine wastewater discharge monitoring as required by permit.
- Special water and wastewater studies (short or long term).
- Hazardous waste analysis.
- Soil analysis.
- Asbestos sample analyses, both air and bulk, and third party air monitoring for asbestos abatement projects.
- Air samples associated with industrial hygiene monitoring.

2. GENERAL DESCRIPTION OF WORK

2.1 Contractor shall, from time to time, be required to provide sample collection and/or analytical support for routine monitoring requirements, emergency requirements and various projects/studies shown in paragraph 1 and others as may be needed. This support will be on an "as needed" basis as requested by the contracting officer or his designated representative. Parameters to be analyzed, sample pickup location and any special requirements will be provided at the time of the request.

2.2 Other Provisions

2.2.1. Written results for all samples shall be provided to the contracting officer in triplicate on the analytical report form shown in Attachment 1 to this PWS, or equivalent, within ten (10) days of sample pickup (except for asbestos samples, see below) unless authorized otherwise. Written reports shall contain the information shown on the aforementioned form plus any remarks indicating any departure from standard procedure or anything unusual about the sample which might indicate a questionable result.

2.2.1.1. Asbestos reporting - Asbestos sample results shall be provided within five (5) days of sample pickup, or, in the case of mailed samples, within five (5) days of receipt. Results of asbestos TEM sample analyses shall be provided within forty-eight (48) hours of sample pickup, or, if mailed, sample receipt. The technician performing the analysis shall sign all asbestos laboratory reports of analyses.

2.2.2. Some samples may require a 24-hour turnaround due to the critical nature of information to support construction and operational programs and emergencies. In this case, telephonic (verbal) or electronic facsimile results are acceptable. However, formal written results must be submitted within the time frames indicated in paragraph 2.2.1.

2.2.3. Approved Analyses - Unless otherwise authorized, all analyses shall be performed in accordance with methods approved by the Environmental Protection Agency.

2.2.4. Laboratory/Laboratory Technician Certification

2.2.4.1. Water - Contractor's laboratory and any subcontract laboratory expected to perform analyses under this contract shall be certified in the applicable categories by the Oklahoma Department of Environmental Quality (ODEQ).

2.2.4.2. Asbestos Laboratory – The contractor's laboratory and any subcontract laboratory expected to perform asbestos analyses under this contract shall:

(1) For bulk asbestos analysis:

(A) Be certified by the National Voluntary Laboratory Accreditation Program for laboratories providing bulk analyses, or

(B) Participate in the AIHA Bulk Asbestos Proficiency Testing Program and have received a minimum score of 75% correct on the latest two rounds.

(2) For NIOSH Method 7400 (PCM) fiber counting analysis:

(A) Participate in the AIHA Proficiency Analytical Testing (PAT) program and have been rated proficient for the latest two rounds, or

(B) Have all individual analysts participate in the AIHA Asbestos Analyst Registry (AAR) program and have been rated proficient for each analyst.

(3) For TEM analysis, the laboratory shall participate in the National Voluntary Laboratory Accreditation Program for laboratories providing fiber-counting analyses using TEM.

2.2.4.3. Asbestos Laboratory Technician Requirements - The laboratory shall also utilize only laboratory technicians who have successfully completed State of Oklahoma Department of Labor (DOL) approved courses in the type of analyses performed by the technician. All technicians performing PCM analysis shall have successfully completed the NIOSH course No. 582 on "Sampling and Analysis of Airborne Asbestos Dust," or DOL approved equivalent. All technicians performing bulk analyses must have successfully completed a four-day course, or DOL approved equivalent, in the bulk analysis of asbestos-containing materials. Required courses shall have been provided by a government agency or an educational institution.

2.2.4.4. Asbestos Sampling Technician Requirements - Technicians collecting bulk samples shall have a valid Oklahoma AHERA Asbestos Inspector's license. Technicians performing routine air monitoring shall have successfully completed the NIOSH course No. 582 on "Sampling and Analysis of Airborne Asbestos Dust," or another DOL approved course on asbestos air monitoring techniques and procedures. Technicians performing air monitoring for asbestos abatement projects shall have the following minimum qualifications:

(1) Have successfully completed the NIOSH course No. 582 on "Sampling and Analysis of Airborne Asbestos Dust," or a DOL approved equivalent.

(2) For entry into contained work areas, have a current medical examination and clearance to wear a respirator.

(3) Have been fit tested for a respirator and be familiar with personal protection procedures required for abatement activities.

(4) Have a valid Oklahoma Asbestos Abatement Worker's License.

Required courses shall have been provided by a government agency or an educational institution.

2.2.5. Sample Holding Times - Contractor shall ensure that samples are analyzed within the appropriate holding times for each parameter.

2.2.6. Chain-of-Custody Forms - Chain-of-custody forms shall be completed and submitted by the contractor with sample results. The forms shown in Attachment 2 to this PWS, or equivalent, shall be used for this purpose. The sampling technician will indicate the time of arrival on site and time of departure on the form. The contracting officer's representative will verify that the times are correct by initialing the form upon completion of sampling, before the technician leaves the Aeronautical Center.

2.2.7. Quality Control Plan (QCP) - Contractor and any subcontract lab expected to perform analyses under this contract shall have an active, written quality control plan. This plan must address, at a minimum, the items shown in Attachment 3 to this PWS.

2.2.8. Emergency Response Plan (ERP) - Contractor shall prepare an Emergency Response Plan that explains how the contractor will meet the 24-hr/ 7 days per week basis. The plan must show what means of transportation will be used to get contractor personnel on site, estimated sample taking times, method of packing and packaging of samples, transportation methods to return samples to contractors testing facilities, testing times, and method of getting results back to the site. (Note: The possibility exists that a given sample could not be shipped by air under DOT Hazardous Material Transportation Regulations (49 CFR). Contractors that rely on air transportation to meet time requirements must explain fully how these samples will be transported.)

2.2.9. Records Retention - The contractor and all subcontract labs shall retain sample results and all quality control data generated relative to any test (e.g. blanks, duplicates, spikes and standards) for at least 60 days after submission of results to the FAA. The Contracting Officer may request submission of such quality control data at any time within that time frame.

2.2.10. Subcontract Lab - Contractor shall not utilize a subcontract lab for any analyses without prior approval of the contracting officer. Any subcontract lab selected shall meet the same quality control standards as are required of the contractor as specified in paragraphs 2.2.1. through 2.2.9.

The Federal Aviation Administration (FAA) at the FAA Mike Monroney Aeronautical Center, Oklahoma City, Oklahoma, has a requirement for laboratory analysis in support of various analytical requirements, including, but not limited to:

- Routine wastewater discharge monitoring as required by permit.
- Special water and wastewater studies (short or long term).
- Hazardous waste analysis.
- Soil analysis.
- Asbestos sample analyses, both air and bulk, and third party air monitoring for asbestos abatement projects.
- Air samples associated with industrial hygiene monitoring.

Offers are solicited only from small business concerns. To be considered the contractor must be classified as a small business under North American Industry Classification System (NAICS) Code 541380 - $10 million. All contractors submitting a proposal must also submit documentation required in "Contractor Qualifications" listed at Section L of the solicitation.

This requirement is for a base year and includes option provisions to renew for four additional 1-year periods, to be exercised at the sole discretion of the FAA. The proposed contract will incorporate AMS Clause 3.2.4-35, Option to Extend the Term of the Contract, and 3.2.4-34, Option To Extend Services.

The resultant contract will be a firm-fixed-price, indefinite delivery/requirements type contract.

The date and time for receipt of proposals and contractor qualification documentation is 2:00 p.m. CST, Monday, April 11, 2005. If all requested information is not furnished, the contractor's response may be determined unacceptable; therefore, not considered as one of the qualified companies. If you have questions, contact the Contracting Officer, Connie Houpt at 405/954-7820.

Submit proposals to the following address as directed in Block 9 of form SF33:

FAA, Mike Monroney Aeronautical Center
Bid/Proposal Receipt Office, MPB Room 321
6500 S. MacArthur Blvd.
Oklahoma City, OK 73169-6900